



Department of Financial Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager

From: Tom Johnston, Purchasing Manager
Anita Cothran, Director of Financial Services

Date: September 24, 2008

Subject: Consider and Act Upon Approval of Purchase Orders with Book Wholesalers Incorporated, for the Purchase of Library Materials during the 2009 Fiscal Year

Action Requested: City Council approval of purchase orders with Book Wholesalers Incorporated, for the purchase of Library materials during the 2009 fiscal year, in the total amount of \$55,000.

Background Information: Books, movies and music will be purchased in the areas of children, youth and adult materials from Book Wholesalers Incorporated (BWI), through North East Texas Library System supplier's contract approved by the State. One purchase order is in the amount of \$25,000 for children and youth materials and one for \$30,000 for adult material.

Board/Citizen Input: N/A

Alternatives: City Council could choose not to approve these Purchase Orders at this time.

Financial Considerations: Available funds are appropriated. The PO will be expended through the Capital Projects Fund.

Supporting documents: Department memos, requisitions and North East Texas Library System contract.